



**COUNTY OF SAN DIEGO**  
**DEPARTMENT OF PLANNING AND LAND USE: Zoning**  
**CHECKLIST OF FILING REQUIREMENTS FOR**  
**TENTATIVE PARCEL MAP TIME EXTENSIONS, REVISED MAPS**  
**AND SUCCESSORS IN INTEREST**

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**TIME EXTENSIONS** \_\_\_\_\_

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| <ul style="list-style-type: none"><li><input type="checkbox"/> Applicant's letter requesting Time Extension</li><li><input type="checkbox"/> Discretionary Permit Application Form (DPLU #346)</li><li><input type="checkbox"/> Ownership Disclosure Form (DPLU #305)</li><li><input type="checkbox"/> New Project Service Availability Letters - Sewer (if applicable, Water, Fire, Schools (DPLU #399 S, W, F, SC), if service letters are older than 1 yr.</li><li><input type="checkbox"/> New Health Department Certification if on septic and/or wells</li><li><input type="checkbox"/> Acknowledgement of Filing Fees and Deposits (DPLU #126)</li></ul> | <ul style="list-style-type: none"><li><input type="checkbox"/> Environmental Review:<ul style="list-style-type: none"><li><input type="checkbox"/> Request to review prior environmental documents (DPLU #366) <b>AND</b></li><li><input type="checkbox"/> Four copies of previous Environmental Initial Study (DPLU #367) <b>OR</b></li><li><input type="checkbox"/> Two copies of a letter requesting review of the previous EIR for the project.</li><li><input type="checkbox"/> Two copies of a Stormwater Management Plan</li><li><input type="checkbox"/> Applicable Fees</li></ul></li></ul> |
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**REVISED MAP** \_\_\_\_\_

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| <ul style="list-style-type: none"><li><input type="checkbox"/> Applicant's letter requesting revision and describing changes, if any.</li><li><input type="checkbox"/> Discretionary Permit Application Form (DPLU #346)</li><li><input type="checkbox"/> Ownership Disclosure Form (DPLU #305)</li><li><input type="checkbox"/> New Project Service Availability Letters – Sewer (if applicable), Water, Fire, Schools (DPLU #399 S, W, F, SC), if service letters are older than 1 yr.</li><li><input type="checkbox"/> New Health Department Certification if on septic and/or wells.</li><li><input type="checkbox"/> Environmental Review:<ul style="list-style-type: none"><li><input type="checkbox"/> Request to review prior environmental documents (DPLU #366) <b>AND</b></li><li><input type="checkbox"/> Four copies of previous Application for Environmental Initial Study (DPLU #367) <b>OR</b></li><li><input type="checkbox"/> Two copies of a letter requesting review of the previous EIR for the project.</li></ul></li><li><input type="checkbox"/> Public Notice Package:<ul style="list-style-type: none"><li><input type="checkbox"/> Current assessor's maps covering site and within 300', with a minimum of 20 different property owners.</li></ul></li></ul> | <ul style="list-style-type: none"><li><input type="checkbox"/> Typed list of all affected property owners by assessor's parcel number with name and address.</li><li><input type="checkbox"/> One set of gummed labels on 8 ½" x 11" sheet with names and addresses of affected property owners.</li><li><input type="checkbox"/> One set of stamped, (<b>use ONLY USPS "Forever" stamps</b>), business size envelopes, addressed with names and addresses of affected property owners.</li><li><input type="checkbox"/> Notice of Proposed Subdivision Activity with vicinity map (DPLU #277)</li><li><input type="checkbox"/> Public Notice Certification (DPLU #514).</li><li><input type="checkbox"/> Supplemental Public Notice Certification (DPLU #299).</li><li><input type="checkbox"/> Copies of the map:<br/>See coversheet for # of copies, folded to 8 ½"x11" with lower right-hand corner exposed.</li><li><input type="checkbox"/> Resource Protection Study (DPLU #374 &amp; #394).</li><li><input type="checkbox"/> Acknowledgement of Filing Fees and Deposits (DPLU #126).</li><li><input type="checkbox"/> Two copies of a Stormwater Management Plan.</li><li><input type="checkbox"/> Applicable Fees.</li></ul> |
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DPLU 246 (12/10)

## REPLACEMENT MAP

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- ☐ Discretionary Permit Application Form (DPLU #346)  
(Only if additional deposits are required by  
scoping letter.)
- ☐ Copies of the map:  
20 legible prints folded to 8 ½" x 11", with  
lower right hand corner exposed.